



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

TO: Local and Intermediate School Superintendents, Public School Academy Directors, Nonpublic School Administrators, and Residential Child Care Institutions

FROM: Carol Wolenberg, Deputy Superintendent *Carol*

DATE: July 27, 2007

SUBJECT: Child Nutrition Application Program for School Meals Program

Annually, each School Food Authority (SFA) is required to complete a Child Nutrition Application Program (CNAP) Renewal for the School Meals Program. In order to continue to participate in the National School Lunch, School Breakfast, Afterschool Snack or Special Milk Programs, for the School Year 2007-08, the CNAP Renewal 2008 must be completed online by August 31, 2007.

The Web site login for completing CNAP is now open and accessible through the MEIS home page at <http://michigan.gov/meis>.

1. Scroll down to Child Nutrition Programs (CNP), click on the link Child Nutrition Application Program (CNAP).
2. Log into CNAP with your MEIS "user name" and "password."
3. To initiate a 2008 application, click on the drop-down arrow located under Start an Application for a new year.

If your agency needs to authorize a new designated individual to access CNAP, the Child Nutrition Program Security Agreement must be completed. The form is available at <http://michigan.gov/meis>.

1. Scroll down to Child Nutrition Programs (CNP), click on the link Child Nutrition Program Security Agreement.
2. Print, complete, and fax the form to Ruby Zavala at 517-373-4022.

Please check with your staff to make certain that CNAP 2008 has been completed by August 31, 2007. Questions regarding the content of this memo may be directed to the School Nutrition Training and Programs office by e-mail to [MDE-CNAP-SchoolMeals@michigan.gov](mailto:MDE-CNAP-SchoolMeals@michigan.gov) or phone 517-373-3347.

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